

DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY ALASKA
Fort Richardson, Alaska 99505-5000

United States Army Alaska Pamphlet 25-2

25 July 2005

Information Management

United States Army Alaska Blank Form Index

Summary. This pamphlet indexing United States Army Alaska (USARAK) blank forms has been revised. This pamphlet lists all authorized command blank forms. It identifies blank forms by their number and title, lists the issue date and provides the prescribing directive. Blank forms may be stocked in the Publications and Blank Forms Stockroom (Building 800, the stockroom), by the proponent (proponent of record is listed), or may be available on the USARAK web site. This pamphlet has been revised to update the index and list the blank forms that have become obsolete since this pamphlet's last publication.

Applicability. This pamphlet applies to all activities and organizations assigned or attached to USARAK or USAG-AK including the Army National Guard and Army Reserve.

Interim changes. Interim changes to this pamphlet are not official unless the Director of Information Management authenticates them. Users will destroy interim changes on their expiration dates unless sooner superseded or rescinded.

Suggested improvements. The pamphlet's proponent agency is the Directorate of Information Management, Administrative Services Division, Record Management Branch. The Records Management Branch invites users to send comments and suggested improvements on Department of the Army (DA) Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Records Management Division, Attention: APVR-RIM-ASD-RM.

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Chapter 1

Introduction

1. Purpose

This pamphlet provides a current list of all command authorized blank forms.

2. References

a. Related publications.

- (1) DA Pam 25-1, Army Knowledge Management and Information Technology Management.
- (2) DA Pam 25-31, Forms Management, Analysis, and Design.
- (3) DA Pam 25-33, User's Guide For Army Publications and Forms.

b. Referenced forms.

(1) DA Form 2028 (Recommended Changes to Publications and Blank Forms) is cited in the suggested improvements statement.

(2) Defense Department (DD) Form 844 (Requisition for Local Duplicating Service) is cited in paragraph 4b.

3. Explanation of abbreviations

The abbreviations used in this pamphlet are listed in the glossary.

4. Index use guide and requisitioning information

a. This pamphlet is published annually.

b. Many USARAK forms are available in the stockroom. Once the current, hard-copy stock of USARAK forms now available electronically are depleted, they will no longer be stocked in the stockroom. Contact the stockroom at 384-2900 to check a form's availability. Units should be able to print electronic forms on an as-needed basis. Larger quantities may be obtained by providing DD Form 884, (Duplicating Service, Requisition for Local Service) and a clean copy of the form to be copied to the Defense Automated Printing Service (DAPS). Before submission to DAPS, it is recommended common information (such as unit name and address) be completed to provide an over-print document. Units will provide funding information [(International Merchant Purchase Authorization Card (IMPAC)/ Military Interdepartmental Purchase Request (MIPR))] at the time of order. The DAPS telephone number is 384-2901.

c. Explanation of symbols follows:

(1) -R. Not stocked at Forms and Publications Branch. Is locally reproduced by users in limited quantities as needed (not to exceed 25 copies).

(2) -E. Electronic generation authorized.

(3) +. Contains Privacy Act statement.

d. Separate requisitions must be submitted for sensitive forms.

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e. Per DA Pamphlet 25-31, each form is required to have a prescribing directive. Forms without a prescribing directive will be rescinded effective 25 July 2005. It is requested that proponents of forms without a prescribing directive notify Directorate of Information Management, Administrative Services Division, Records Management Branch of the prescribing directive for each form utilized by that unit.

Chapter 2

Current Blank Forms

Please consult the glossary for an explanation of any abbreviations found in these charts.

Form Number	Date	Title	Proponent	Prescribing Directive
8-E	Nov 04	Range Firing Record	APVR-RPTM-T	USARAK Reg 350-2
19-E	May 05	Civilian Injury Form	APVR-RGC-RZ	USARAK Reg 385-1
30-E	May 05	Order for Blank Forms or USARAK/USARPAC Publications	AVPR-RIM-ASD-PB	USARAK Pam 25-4
34-E	May 05	Retirement Ceremony Election	APVR-RAG-RS	USARAK Pam 600-4
43-E	Nov 04	Off-Duty Range Sign-In Sheet	APVR-RPTM-T	USARAK Reg 350-2
45-E	Nov 04	Non-Classified Accident Report Form	APVR-RDZ	USARAK Reg 385-1
65-E	Nov 04	Request For Review Of Publications/Blank Form	APVR-RIM-ASD-PO	USARAK Pam 25-5
70	Jul 95	Sports Fire Range Certification	APVR-RPTM-T	USARAK Reg 350-2
110-E	Nov 04	Key/Lock Inventory	APVR-RUPM	USARAK Reg 190-1
+ 159	Dec 04	Emergency Notification	APVR-RUPM	USARAK Reg 190-1
197	Sep 95	Cost Distribution and Transfer Voucher	APVR-RRM-B	USARAK Reg 37-9
277	Oct 94	Weapons Registration Record	APVR-RUPM	USARAK Reg 190-1
279-E	Nov 04	Range or Training Area Request	APVR-RPTM-T	USARAK Reg 350-2
+ 298-RE	Dec 04	Mental Status Evaluation Record	HSCU-MH-W	USARAK Pam 40-1
336-E	Nov 04	Release and Hold Harmless Agreement	APVR-RPTM-T	USARAK Reg 350-2

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Form Number	Date	Title	Proponent	Prescribing Directive
380-R-E	Nov 04	Authorized Destruction/Shredding Equipment	APVR-RPTM-SEC	USAG AK Pam 380-1
407-E	Nov 04	Staff Summary	APVR-RAG	USARAK Pam 25-50
410-E	Dec 04	Weapons Responsibility Statement	APVR-RUPM	USARAK Reg 190-1
470-E	Oct 04	Replacement Personnel Roster	APVR-RAG-SE	USARAK Pam 600-3
479-R-E	Jan 04	USARAK Confined Space Entry Permit	APVR-RDZ	USARAK Reg 385-1
577	Sep 03	Signature Card	APVR-RPW-G	USARAK Reg 420-2
663-E	Dec 04	Personal Property Record	APVR-RUPM	USARAK Reg 190-1
836	Jan 99	Certificate of Appreciation	APVR-CS-SGS-N	USARAK Reg 672-3
837	Jan 99	Certificate - It's a Boy	APVR-CS-SGS-N	USARAK Reg 672-3
838	Jan 99	Certificate - It's a Girl	APVR-CS-SGS-N	USARAK Reg 672-3
873	Jan 00	Certificate of Achievement	APVR-CS-SGS-N	USARAK Reg 672-3
877-E	Dec 04	Weapons Registration Forms	APVR-RUPM	USARAK Reg 190-1

Chapter 3 Obsolete Forms

Please consult the glossary for an explanation of any abbreviations found in these charts.

Form Number	Date	Title	Proponent	Prescribing Directive
12-R-E	Mar 04	U.S. Army Alaska Installation Access Request Form. No Replacement.	APVR-RUPM	Does not meet requirements of DA Pam 25-31 para 1-9b
15	Nov 94	Building Assignment or Relief from Assignment Record. Converted to local form.	APVR-RPW	Converted to local form.
54-E	Apr 96	Consent for Search. No replacement.	APVR-RUPM	Does not meet requirements of DA Pam 25-31 para 1-9b
62	Apr 00	Commander's Referral for Tattoo Treatment. No replacement.	MEDDAC	Does not meet requirements of DA Pam 25-31 para 1-9b
64	Jan 00	Military Police Worksheet. No replacement.	APVR-RUPM	Does not meet requirements of DA Pam 25-31 para 1-9b
81a	Mar 02	Excavation Clearance – FRA. No replacement.	APVR-RPW-EV	Does not meet requirements of DA Pam 25-31 para 1-9b
81b	Mar 02	Excavation Clearance – FWA. No replacement.	APVR-RPW-EV	Does not meet requirements of DA Pam 25-31 para 1-9b
81c	Mar 02	Excavation Clearance – FGA. No replacement.	APVR-RPW-EV	Does not meet requirements of DA Pam 25-31 para 1-9b
90	Feb 97	TMP Daily Commitment Record. Converted to local form.	APVR-RDL-TM	Converted to local form.
93	Oct 03	Temporary USARAK Vehicle Registration. No replacement.	APVR-RUPM	Does not meet requirements of DA Pam 25-31 para 1-9b

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Form Number	Date	Title	Proponent	Prescribing Directive
107	Jun 94	Patrol Supervisor's Record. No replacement.	APVR-WUPM-DPM	Does not meet requirements of DA Pam 25-31 para 1-9b
112	Aug 94	Basic Issue Items Component Shortage List. No replacement.	APVR-RDL-SS	Does not meet requirements of DA Pam 25-31 para 1-9b
116	Jun 94	AIMI-X Progression Record. No replacement.		Does not meet requirements of DA Pam 25-31 para 1-9b
121	Jan 94	Request for Approval of an Unauthorized Commitment. No replacement.	SFCA-PRA	Does not meet requirements of DA Pam 25-31 para 1-9b
137	Nov 01	Airborne Operation Flash Report. No replacement.	APVR-RPTM-T	Does not meet the requirements of DA Pam 25-31 para 1-17a and AR 340-21 Chapter 4.
139	Feb 96	Round Out Impact Inspector Checklist. No replacement.	APVR-RPTM-T	Does not meet requirements of DA Pam 25-31 para 1-9b
145-R-E	Sep 99	Report of Authorized Official Toll Telephone Calls. No replacement.	APVR-RIM	Does not meet requirements of DA Pam 25-31 para 1-9b
168	Sep 98	NCOER Evaluation Folder. No replacement.	APVR-RAG	Does not meet requirements of DA Pam 25-31 para 1-9b
182	May 94	Verification Worksheet. Converted to local form.	APVR-RPW	Converted to local form.
183-E	Dec 94	PC Tracking Sheet. No replacement.	APVR-RIM-LOG	Does not meet requirements of DA Pam 25-31 para 1-9b
211	Jul 95	Material Request. No replacement.	APVR-RPW-ES	Does not meet requirements of DA Pam 25-31 para 1-9b
212	Jul 94	Vehicle Inspection Checklist. No Replacement	APVR-RUPM	No longer required.

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Form Number	Date	Title	Proponent	Prescribing Directive
217	Oct 94	Steam Turbine Operating Log. Converted to local form.	APVR-RPW	Converted to local form.
227	Aug 98	Officer Evaluation Record Folder. No replacement.	APVR-RAG	Does not meet requirements of DA Pam 25-31 para 1-9b
229-E	Oct 96	U.S. Army Alaska Operational Support Airlift (OSA) Request Form. No replacement.	APVR-RPTM-AV	Does not meet requirements of DA Pam 25-31 para 1-9b
248-E	Apr 04	Request for Motor Transportation. No replacement.	APVR-RDL-OST	Does not meet requirements of DA Pam 25-31 para 1-9b
253	Jan 00	Vehicle Registration Data Record. No replacement.	APVR-RUPM	Does not meet requirements of DA Pam 25-31 para 1-9b
264b	Sep 90	Fort Greely Alaska Hunter Harvest Record. No replacement.	APVR-GPW-ER	Does not meet requirements of DA Pam 25-31 para 1-9b
265-E	Sep 94	Statement of Authorization for Environmental Differential Pay (EDP) . No replacement.	APVR-CP	Does not meet requirements of DA Pam 25-31 para 1-9b
274	Sep 96	USARAK Correspondence Jacket. No replacement.	APVR-RPO	Does not meet requirements of DA Pam 25-31 para 1-9b
280	Aug 94	Vehicle Load Card. No replacement.	APVR-WLBE-CO	Does not meet requirements of DA Pam 25-31 para 1-9b
325- E	Apr 04	Unit Postal Officer's Weekly Inspection. No replacement.	APVR-RIM-ASD-P	Does not meet requirements of DA Pam 25-31 para 1-9b
341	May 94	Award Control Log. No replacement.	APVR-WASB-AG	Does not meet requirements of DA Pam 25-31 para 1-9b

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Form Number	Date	Title	Proponent	Prescribing Directive
342-E	Jun 95	Nonstandard Message Format. No replacement.	APVR-WLB-I	Does not meet requirements of DA Pam 25-31 para 1-9b
350	May 96	Work Authorization Document Folder. Converted to local form.	APVR-RPW	Converted to local form.
364-E	Jun 94	Request and Selection(s) for Attendance to USARAK Schools. No Replacement	APVR-RPTM-T	Does not meet the requirements of DA Pam 25-31 para 1-17a and AR 340-21 Chapter 4.
369	Aug 98	Military Occupational Specialty/Medical Retention Board Worksheet. No replacement.	APVR-RPTM-T	Does not meet requirements of DA Pam 25-31 para 1-9b
373	Apr 97	Material Approval Submittal. No replacement.	SFCA-PRA	Does not meet requirements of DA Pam 25-31 para 1-9b
374	Apr 97	Contract Progress Report. No replacement.	SFCA-PRA	Does not meet requirements of DA Pam 25-31 para 1-9b
377	Apr 97	Contract Progress Schedule. No replacement.	SFCA-PRA	Does not meet requirements of DA Pam 25-31 para 1-9b
420-E	Jan 00	Vehicle Gate Log. Converted to local form.	APVR-RUPM	Converted to local form.
428-R-E	Sep 94	Blanket Purchase Agreement. No replacement.	APVR-PA-RMC	Does not meet requirements of DA Pam 25-31 para 1-9b
430-E	Jan 96	Military Police Investigation Interview Worksheet. No replacement.	APVR-RUPM	Does not meet requirements of DA Pam 25-31 para 1-9b
459	May 94	Captive Tag. No replacement.	APVR-WLBC-CO	Does not meet requirements of DA Pam 25-31 para 1-9b
512	Feb 97	Rail Car Control. No replacement.	APVR-WDL-T	Does not meet requirements of DA Pam 25-31 para 1-9b

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Form Number	Date	Title	Proponent	Prescribing Directive
558	Nov 02	Military Police Courtesy Ticket. No replacement.	APVR-RUPM	Does not meet requirements of DA Pam 25-31 para 1-9b
646	Feb 00	Service Call Fort Richardson Alaska. No replacement.	APVR-RPW	Does not meet requirements of DA Pam 25-31 para 1-9b
646b	Apr 95	Service Call Fort Wainwright Alaska. No replacement.	APVR-RPW	Does not meet requirements of DA Pam 25-31 para 1-9b
778-E	Mar 94	Requisition Register—Hazardous Material. No replacement.	APVR-RDL-CA	Does not meet requirements of DA Pam 25-31 para 1-9b
780-E	Dec 94	Fax Tracking Sheet. No replacement.	ASQP-ALG	Does not meet requirements of DA Pam 25-31 para 1-9b

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Glossary

AG	Adjutant General
AR	Army Regulation
Cir.....	Circular
DA	Department of the Army
DAPS.....	Defense Automated Printing Service
DD	Defense Department
DOIM.....	Directorate of Information Management
EDP	Environmental Differential Pay
IMPAC	International Merchant Purchase Authorization Card
MIPR	Military Interdepartmental Purchase Request
NBC.....	nuclear, biological, and chemical
NCOER	Non-Commissioned Officer Evaluation Report
OSA.....	Operational Support Airlift
Pam	Pamphlet
PM	Provost Marshal
Reg.....	Regulation
TM	Training Manual
TMP	Transportation Motor Pool
USAG-AK	United States Army Garrison-Alaska
USARAK.....	United States Army Alaska
USARPAC	United States Army Pacific Command